

FORWARD PLAN February to May 2009

COUNCILLOR MICHAEL DOODY LEADER OF THE EXECUTIVE

The Forward Plan is a list of all the Key Decisions which will be taken by the Council in the next four months. The Warwick District Council definition of a key decision is: - a decision which has a significant impact or effect on two or more wards and/or a budgetary effect of £50,000 or more.

If you would like to make representations or comments on any of the topics listed below, you can write to the contact officer, as shown below, at Riverside House, Milverton Hill, Royal Leamington Spa, Warwickshire, CV32 5HZ. Alternatively you can phone the contact officer on (01926) 450000. If your comments are to be referred to in the report to the Executive or Committee they will need to be with the officer 7 working days before the publication of the agenda. You can, however, make comments or representations up to the date of the meeting, which will be reported orally

The Forward Plan will be updated monthly and you should check to see the progress of the report you are interested in.

Section 1 - The Forward Plan February to May 2009

Topic and Reference	Purpose of report	If requested by Executive, date, decision and minute number	Date of Executive, Committee or Council meeting	Publication Date of Agendas	Contact Officer & Portfolio Holder	External Consultees/ Consultation Method/ Background Papers
FEBRUARY 200	9					
Sub National	To update members on the		Executive	26.1.09	Bill Hunt	
Review (Ref 145)	latest changes to regional bodies and structures in response to the implementation of the sub national review		04.02.09		Cllr Hammon	

Spencer Yard (Ref 147)	To update members on the progress of the project		Executive 04.02.09	26.1.09	Bill Hunt Councillors Doody & Hammon
Managing Housing Supply (Ref 127)	To report back following consideration of related Regional Spatial Strategy issues	Executive held on 15 October 2008, Minute number 524	Executive 04.02.09	26.1.09	John Archer Cllr Hammon
Maintenance and Responsibility of Bus Shelters (Ref 129)	To consider and make a decision on Warwick District council's continuing responsibility for the maintenance of bus shelters within our District.		Executive 04.02.09	26.01.09	Ian Bradbury Cllr Kinson
Treasury Management Strategy Plan (Ref 135)	To approve the Council's Treasury Management Strategy for 2009/10 and to recommend to Council the Council's 2009/10 Annual Investment Strategy and Minimum Revenue Provision Policy		Executive 04.02.09 Council February 2009	26.01.09	Roger Wyton Cllr Michael Doody
Budget 2009/10 and Council Tax – Revenue and Capital (Ref 136)	To finalise the General Fund Revenue and Capital Budgets for 2009/10 and set the appropriate level of Council Tax		Executive 04.02.09 Council February 2009	26.01.09	Mike Snow Cllr Michael Doody
Housing Rents and Housing Revenue Account 2009/10 (Ref 137)	To finalise the Housing Revenue Account Budgets for 2009/10 and set the level of Housing Rents		Executive 04.02.09 Council February 2009	26.01.09	Alison Simmons/ Sandra Jones Cllr Mrs Grainger

Heating, Lighting and Water Charges 2009/10 – Council Tenants (Ref 138)	To agree service charges for recovery of the cost of provision of communal services	Executive 04.02.09 Council February 2009	26.01.09	Alison Simmons /Sandra Jones Cllr Mrs Grainger	
Air Quality Management Areas Action Plan (Ref 139)	To agree the Air Quality Management Area Action Plan	Executive 04.02.09	26.01.09	Richard Hall Cllr Kinson	
Review of Code of Contract Practice & Review of Code of Financial Practice (Ref 142 & 143)	Periodic review and updating of code	Executive 04.02.09 Council February 2009	26.01.09	Mike Snow Cllr Michael Doody	
Food Safety Enforcement Work Plan 2009-2010 (Ref 152)	Food Standards Agency Framework Agreement - 3.1 The Authority shall implement a service delivery plan. A performance review shall be carried out at least once a year submitted for appropriate member approval.	Executive 04.02.09	26.01.09	Rob Chapleo Cllr Kinson	SMEs in District Area/ Direct Mailing Website Link
Use of Staff Parking Passes in WDC Off- Street Car Parks (Ref 153)	To confirm the off-street car parks that staff and councillor permits are permitted to use	Executive 04.02.09	26.01.09	Gary Charlton Cllr Kinson	
Kenilworth Public Service Centre (Ref 161)		Executive 04.02.09	26.01.09	John McGowan	

Countering the Economic Downturn (Ref 156)	Previously known as - Improvement of the District Update report following the Responding Credit Crunch report to Executive 22 December, 2008	Executive 04.02.09	26.01.09	Paul Pinkney Cllr Michael Doody/Hammon	
Approval of retrospective budget virement (Ref 163)	To request retrospective approval of budget virements to the Benefits Salaries code	Executive 04.02.09	26.01.09	Andrew Jones Cllr Caborn	
Legal Challenge to Warwick District Local Plan (Ref 164)	To inform Members of the outcome of the Legal Challenge to the Local Plan and the Chief Executive's use of his emergency powers to not take any further action	Executive 04.02.09	26.01.09	Gary Stephens Cllr Hammon	
MARCH 2009					
Making the Best Use of New and Existing Housing Stock in the District (Ref 144)	To provide an overview of how the housing stock is used in both the public and private sector in the District to meet housing need	Executive 04.02.09 Executive 18.03.09	09.03.09	Satnam Kaur/ Alison Simmons Cllr Mrs Grainger	Petition: Cllr Mrs Scarrott – The Council working collectively in the interests of people in the District with housing needs and increase the housing stock. Was reported to Executive on 3 September 2008

Spencer Yard	To update members on the	Executive	09.03.09	Bill Hunt	
(Ref 147)	progress of the project	18.03.09		Cllrs Doody & Hammon	
The Councils Business Continuity Policy and Plan (Ref 134)	To formally agree the Councils Business Continuity Policy and Corporate Business Continuity Plan	Executive 04.02.09 Executive 18.03.09	09.03.09	Roger Jewsbury Cllr Michael Doody	
SPD on Open Space – Final Version (Ref 140)		Executive 04.02.09 Executive 18.03.09	09.03.09	Tony Ward Cllr Hammon	
Core Strategy – Preferred Options (Ref 141)	To report back following consideration of related Regional Spatial Strategy issues	Executive 04.02.09 Executive 18.03.09	09.03.09	John Archer Cllr Hammon	
Expansion of the Bio Mass Programme (Ref 150)	To report on the potential to reduce corporate building running costs and the Council's carbon footprint by converting heating systems to biomass technology	Executive 04.02.09 Executive 18.3.09	26.1.09	Bill Hunt Cllr Mrs Grainger	
Review of Agreement with Immediate Solutions of Sponsorship of Roundabouts (Ref 154)	To confirm the agreement between Immediate Solutions and WDC regarding sponsorship of specific highway areas controlled by WCC	Executive 18.03.09	09.03.09	Ian Coker Cllr Kinson	WCC/ Meetings

Sustainable Planting in Town Centres (Ref 155)	To establish where and how more cost effective and sustainable methods of planting could be introduced without detriment to the quality of the District		Executive 18.03.09	09.03.09	Rose Winship/ Ian Coker Cllr White	Town Councils/ Meetings
Neighbourhood Working (Ref 72)	To report back to the Executive a review of the basis for funding any monies via the Community Forums, in conjunction with Warwickshire County Council and other partners	Executive held on 15 October 2008, Minute number 527	Executive 18.03.09	09.03.09	Jenny Murray Cllr Mrs Bunker	
Cleaning Contract for HRA Properties (Ref 121)	To provide details on how cleaning costs are included within rent costs		Executive 04.02.09 Executive 18.03.09	09.03.09	Dave Ward Cllr Mrs Grainger	
Budget with Improvement Programme – Planned Outcomes (Ref 130)	The report will set out the expected outcomes and proposed projects for the programme of work needed to deliver the budget reductions required along with service improvements in key areas		Executive 04.02.09 Executive 18.03.09	09.03.09	Dave Barber Cllr Michael Doody	
Portfolio Holder Statement and Service Plan Summaries for 2009/10 (Ref 157)	The report will set out the key targets and plans for each portfolio along with the main targets/measures for each service area		Executive 18.03.09	09.03.09	Dave Barber Councillors Mrs Bunker, Caborn, Michael Doody, Mrs Grainger, Hammon, Kinson, Kirton, Shilton and White	

The Corporate Emergency Plan (Ref 158)	To formally agree the Councils Corporate Emergency Plan		Executive 18.03.09	09.03.09	Roger Jewsbury Cllr Michael Doody
Scrutiny of Flooding: Clarification and development of new protocols in liaison with Severn Trent and British Waterways	To report back to the Executive as requested at their September meeting, the development of new protocols in liaison with Severn Trent and British Waterways	Executive held on 3 September 2008, Minute number 392 (recommendati on (11))	Executive 18.03.09	09.03.09	Roger Jewsbury Cllr Hammon
(Ref 159)					
Proposed changes to the council's discretionary assisted travel scheme	To report on proposals from the working group investigating the councils discretionary assisted travel scheme		Executive 18.03.09	09.03.09	Andrew Jones Cllr Caborn
(Ref 160)					
LAA Refresh Update (Ref 165)			Executive 18.03.09	09.03.09	Liz Young/Jenny Murray
Gypsy and Traveller Sites			Executive 18.03.09	09.03.09	Satnam Kaur
(Ref 166)					
Hill Close Gardens (Ref 167)	Review of Warwick District Council grant funding for the Hill Close Gardens, Warwick		Executive 18.03.09	09.03.09	Paul Pinkney Cllr Hammon
Homelessness Strategy			Executive 18.03.09	09.03.09	Satnam Kaur
(Ref 168)					

Kenilworth Town Centre Action Plans (Ref 169)	Proposal to adopt the Kenilworth town centre action plans	Executive 18.03.09	09.03.09	Paul Pinkney Cllr Hammon	
Golf Working Party Update (Ref 170)		Executive 18.03.09	09.03.09	Rose Winship Cllr White	
Land Charges Update (Ref 171)	To advise members of new regulations regarding procedures for personal searches, to agree amended charges for searches in the light of the new regulations, and to update members on progress with the digitisation project.	Executive 18.03.09	09.03.09	Peter Oliver Cllr Kirton	
Legal Services Update (Ref 172)	To advise members of progress on various matters including the Land Registration project and staffing issues	Executive 18.03.09	09.03.09	Peter Oliver Cllr Kirton	
Amendment to Warwick District Local Plan (Ref 173)	To approve amendments to the Local Plan following the Legal Challenge and publication of the Court Order	Executive 18.03.09	09.03.09	Gary Stephens Cllr Hammon	
Chandos Street Update (Ref 174)	to present a report on the development agreement with Wilson Bowden	Executive 18.03.09	09.03.09	John Archer Cllr Hammon	
JUNE 2009	,	,	•	,	
Spencer Yard (Ref 147)	To update members on the progress of the project	Executive 10.6.09		Bill Hunt Cllrs Doody & Hammon	

Section 2 - Key decisions which are anticipated to be considered by the Council between June 2009 to January 2010

Topic and Reference	Purpose of report	If requested by Executive, decision and minute number	Date of Executive, Committee, Council meeting	Publication Date of Agendas	Contact Officer & Portfolio Holder	External Consultees/ Consultation Method/ Background Papers
Final Accounts 2008/2009 (Ref C)	To report the final position of the Council's Revenue and Capital performance for the year		Executive 10.6.09 Council June 2009	June 2009	Marcus Miskinis Cllr Michael Doody	
Statement of Accounts 2008/2009 (Ref D)	To formally agree the Council's accounts for 2008/09		Special Council June 2009	June 2009	Marcus Miskinis Cllr Michael Doody	
Future of Newbold Comyn Golf Course (Ref W)	To inform on the companies invited to participate in the tender process (P&C)		Executive 10.6.09	June 2009	Rose Winship Cllr White	Executive 3 December 2008
Green Space Strategy (Ref Y)	Members to approve the strategy		Executive 10.6.09	June 2009	Mark Croston Cllr White	
Financial Strategy and Budget Prospects (Ref E)	To report on the latest financial prospects		Executive July 2009	July 2009	Mary Hawkins/ Mike Snow Cllr Michael Doody	

Introduction of Local Housing Allowance (Ref F)	The Executive receives an evaluation report in 12 months, following the introduction of the Local Housing Allowance, from the Culture and Social Policy Committee	Executive 23.07.07 Minute no 268	Executive July 2009	July 2009	Andrew Jones Cllr Caborn	
Leisure Centre Investment and Partnership (Ref X)	To inform members of the options available to enter into partnership with external organisation to secure capital investment in leisure centres		Executive July 2009	July 2009	Mark Croston Cllr White	
Core strategy - Publication version (Ref G)	To report on the Core Strategy for the Growth of the District for publication in September		Executive September 2009	September 2009	John Archer/ Gary Stephens	
Future of Newbold Comyn Golf Course (Ref W)	To agree terms of new contract and authorise invitations to tender to be issued (P&C)		Executive September 2009	September 2009	Rose Winship Cllr White	Executive 3 December 2008 & 10 June 2009
Core Strategy (Ref R)	to present Executive with the Draft Core Strategy for approval		Executive September 2009	September 2009	John Archer Cllr Hammon	
Approval of Fees and Charges 2010/11 (Ref H)	To propose the level of Fees and Charges to be levied in 2010/11		Executive October 2009	October 2009	Marcus Miskinis Cllr Michael Doody	
Approval of General Fund Base Estimates Revised 2009/10 and Original 2010/11 (Ref I)	To report on the latest projections for the General Fund revenue estimates in respect of 2009/10 and 2010/11 based on the current levels of service		Executive December 2009	December 2009	Marcus Miskinis Cllr Michael Doody	

Approval of Housing Revenue Account Base Estimates Revised 2009/10 and Original 2010/11	To report on the latest projections for the Housing Revenue Account revenue estimates in respect of 2009/10 and 2010/11 based on the current levels of service	Executive December 2009	December 2009	Alison Simmons/ Sandra Jones Cllr Mrs Grainger
(Ref J)				
Future catering arrangements in Cultural Services	To consider future ways of catering within cultural services	Executive December 2009	December 2009	Rose Winship Cllr White
(Ref Z)				
Corporate Strategy and Portfolio Holder Statements (Ref K)	To agree the priorities of each portfolio for 2009/10 to ensure the delivery of the Corporate Strategy	Executive TBC	TBC	Dave Barber
Review of Local Strategic Partnership		Executive TBC	TBC	Jenny Murray
(Ref M)				
Local Area Agreement Update		Executive TBC	TBC	Jenny Murray/Liz Young
(Ref N)				
Supporting People Strategic Review	To report on the outcomes of the County Council's strategic	Executive TBC	TBC	Bill Hunt
(Ref O)	review of Supporting People contracts and the potential implications for Warwick district			
National Housing Revenue Account Review	To provide an update on the review of how Council housing is currently funded and how it	Executive TBC	TBC	Alison Simmons
(Ref P)	will be in the future			

Economic Development Strategy	To present Executive with a Draft version of the strategy and seek adoption by WDC	Executive TBC	TBC	Paul Pinkney	
(Ref Q)					
Review of Home Improvement Agencies (Ref S)	Review of current Home Improvement Agencies across the County to provide a standardised service offering value for money	Executive TBC	TBC	Satnam Kaur	
Review of procurement of disabled adaptations	Review of current procurement methods to ensure value for money and efficiencies are being realised	Executive TBC	TBC	Alison Simmons/ Satnam Kaur	
(Ref T)					
Kenilworth Mere (Ref U)	report back to the Executive with the result from the feasibility works	Executive TBC	TBC	Paul Pinkney	
Sub-regional Action Plan Update (Ref V)	to report on the revised sub- regional partnership arrangements	Executive TBC	TBC	Bill Hunt	
Housing Strategy		Executive	TBC	Satnam Kaur	
(Ref A1)		TBC			
Private Sector Empty Homes Strategy		Executive TBC	TBC	Satnam Kaur	
(Ref B1)					
Climate Change (C1)		Executive TBC	TBC	Roger Jewsbury	
Asset Management	Proposal to adopt the annual	Executive TBC	TBC	Paul Pinkney	
Plan (Ref D1)	asset management plan	IBC		Cllr Hammon	

Asset Management Strategy	Proposal to adopt a strategic approach to Warwick District	Executive TBC	TBC	Paul Pinkney Cllr Hammon	
(Ref E1)	Council's asset management				
Kenilworth Mere	Proposal to adopt a Project	Executive	TBC	Paul Pinkney	
PID (Ref F1)	Initiation Document (under Prince 2 project management principles) for the Kenilworth Mere project	TBC		Cllr Hammon	
SWT Partnership	Review of the South	Executive	TBC	Paul Pinkney	
(Ref G1)	Warwickshire Tourism Partnership	TBC		Cllr Hammon	
Warwick BID	Update report on the progress of	Executive	TBC	Paul Pinkney	
(Ref H1)	the Business Improvement District for Warwick Town Centre	TBC		Cllr Hammon	
Golf Working Party Update		Executive TBC	TBC	Rose Winship	
(Ref J1)					
Potential	To advise Executive of the	Executive	TBC	Bill Hunt	
regeneration projects in Old Town	potential for the regeneration of certain sites within Leamington Old Town	TBC		Cllr Hammon	
(Ref K1)					

Section 3 - Items which are anticipated to be considered by this Council, between February 2009 and January 2010, but are NOT key decisions

Topic	Purpose of report	Meeting	If requested by Executive, decision and minute number	Publication date	Contact Officer	Portfolio Holder
Corporate Strategy Review	To report back the Executive on the responsibilities of the Portfolio Holders for Human Resources and Legal & Documentation, as was missed off previous report in October 2008	Executive 4.2.09	Minutes of 15 October 2008, Minute No. 525		Dave Barber	Councillors Mrs Bunker, Caborn, Michael Doody, Mrs Grainger, Hammon, Kinson, Kirton, Shilton and White
Building on Excellence – One Year On	To report back to the Executive detailing the savings achieved and the updated budget expectations for Building on Excellence	Executive 4.2.09	Minutes of 15 October 2008, Minute No. 526		John McGowan	Councillors Mrs Bunker, Caborn, Michael Doody, Mrs Grainger, Hammon, Kinson, Kirton, Shilton and White
Windmill Road Play Area	to respond to the issues raised by the petition presented by Call Gill to Council in Dec 2008	Executive 4.2.09			Rose Winship	Cllr White
Community Tennis Partnership Agreement	to seek approval for partnership agreement to be established with VP Community Tennis	Executive 4.2.09			Rose Winship	Cllr White
Fees for Sex Shop Licences	To report back to the Executive on the deferred item, which reconsidered the proposed inspection regime as put forward by the Overview and Scrutiny Committee (2-12-2008 comments),	Executive 4.2.09	Minutes of 15 October 2008, Minute No.xxx, Agenda Item 16		Robert Inman	Councillors Doody & Kinson

	and the impact that it would have on the fee for a sex shop licence.					
Allotment Land	To report back to the Executive on the deferred item regarding the future of this Councils Allotment Sites	Executive 4 February 2009 Executive March 2009	Minutes of 4 June 2008	22 August 2008	Chris Makasis	Cllr Kinson
Warwick District Sustainable Community Strategy	To sign off the Sustainable Community Strategy 2009 -2026 for Warwick District	Executive 4 February 2009 Executive 18 March 2009	Minutes of 4 June 2008	22 August 2008	Liz Young	Cllr Michael Doody
Review of Cemeteries Regulations	To provide an update report after the new regulations are implemented	Executive June 2009	Minutes of 4 June 2008		Nigel Bishop/ Alan Tucker-Lee	Cllr Kinson
Financial Monitoring to 31 st May 2009	To advise members of any variations from approved budgets	Executive July 2009			Mike Snow	Cllr Michael Doody
Financial Monitoring to 31 st August 2009	To advise members of any variations from approved budgets	Executive October 2009			Mike Snow	Cllr Michael Doody

Details of all the Council's committees, councillors and agenda papers are available via our website www.warwickdc.gov.uk/committees

The forward plan is available in large print on request, by telephoning (01926) 456005